

TREETOTS PLAYGROUP ANNUAL ACCOUNTS YEAR ENDED 31ST AUGUST 2021

This has been a strange year for the playgroup as Covid has meant that it has been closed for some of the time. During this time many repairs have taken place which explains why the repair expenses is much higher than in previous years.

The resources and general purchases expense is also higher for this accounting year as for the same reason that much of our equipment and furniture has been replaced.

The staff have undertaken refresher and new training via zoom meetings which has all been paid for, thus a similar amount has been spent to previous years.

Overall, the balances of Treetots accounts have reduced by £10,000. This is not a problem as the balance of £71,201 is still healthy and much of the expenditure has been on long term improvements.

I would suggest that a review is undertaken of the accounts held, to determine whether the balances need to be adjusted or closed. This could involve consolidating the fundraising account with the new build account, increasing the balance in the contingency account. The rationale behind this suggestion is that the first 2 accounts have had the same balance for the last 3 years and potentially cover the same goal. The contingency account has been allocated for redundancies or any kind of major occurrence. Therefore, with more staff who would be eligible for redundancy it would be prudent to increase the balance.

I would also suggest that the committee review the signatories for each of the accounts to confirm that they are all current staff or committee members.

Arden Kendall Ltd have prepared and examined the income and expenditure account for the year ending 31st August 2021 and have signed them off.



Sue Hebborn

Office Administrator

Treetots Playgroup
Income and expenditure account
Year ended 31 August 2021

	2021	2020
Income:		
Fees	6,869	6,751
Norfolk County Council	81,807	91,833
Fundraising, commissions etc	-	-
Interest received	1	6
Grant	-	-
Other income	9	-
	<u>88,686</u>	<u>98,590</u>
Expenses:		
Wages	82,429	70,319
Payroll services	1,260	1,227
Rent and rates	1,751	6,500
Cleaning and waste removal	843	195
Repairs	1,524	-
Books and equipment etc	2,754	2,632
Stationery	488	252
Food	372	254
Fundraising and trips etc	116	-
Subscriptions	316	236
Insurance	738	843
Resources and general purchases	4,708	860
Miscellaneous expenses	210	90
Bookkeeping & Accountancy	150	300
Training	670	670
Professional fees	316	50
Telephone	110	130
	<u>98,755</u>	<u>84,558</u>
Surplus(deficit) of income over expenditure	<u><u>(10,069)</u></u>	<u><u>14,032</u></u>
Bank summary:		
Opening balance:		
Fee account	57,562	41,880
Fundraising account	5,144	5,144
New build account	25	1,650
Contingency account	11,706	11,700
Cash in hand	23	54
Wages float	6,810	6,810
	<u>81,270</u>	<u>67,238</u>
Surplus/(deficit) for year (as above)	<u><u>(10,069)</u></u>	<u><u>14,032</u></u>
	<u><u>71,201</u></u>	<u><u>81,270</u></u>
Bank closing balance		
Fee account	46,780	57,562
Fundraising account	5,144	5,144
New build account	25	25
Contingency account	11,707	11,706
Cash in hand	45	23
Wages float	7,500	6,810
	<u>71,201</u>	<u>81,270</u>

Treetots Playgroup
Year ended 31 August 2021

We have prepared and examined the attached income and expenditure account for the year ended 31 August 2021.

We have prepared the attached income and expenditure account from the records that were available and obtained as much information as possible in order to complete them as accurately as possible.

We have not carried out an audit on these accounts.

Name:



Date:

V Mon 2022

Arden Kendall Limited (Chartered Certified Accountants)
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Watton
Norfolk
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